

# **STATUTE OF THE FACULTY OF INTERNATIONAL RELATIONS OF THE PRAGUE UNIVERSITY OF ECONOMICS AND BUSINESS**

## **Article 1**

### **Status of the Faculty**

- (1) The Faculty of International Relations of the Prague University of Economics and Business (hereinafter referred to as "the Faculty") was established by a decision of the Academic Senate of the Prague University of Economics and Business at the proposal of the Rector on 1 July 1991 as the successor to the Faculty of Commerce.
- (2) The full name of the Faculty is "Faculty of International Relations, Prague University of Economics and Business".
- (3) The name of the Faculty in translation is as follows:
  - (a) English  
"Faculty of International Relations, Prague University of Economics and Business",
  - (b) French  
"Faculté des Relations Internationales, Université d'Economie de Prague",
  - (c) Italian  
" Facoltà di Relazioni Internazionali, Università delle Scienze Economiche di Praga ",
  - (d) German  
" Fakultät für Internationale Beziehungen, Wirtschaftsuniversität Prag ",
  - (e) Russian  
" Факультет международных отношений, Пражский экономический университет " and
  - (f) Spanish  
"Facultad de Relaciones Internacionales, Universidad de Economía en Praga".
- (4) The symbol of the Faculty is the Faculty emblem. The Dean decides on the use of the Faculty emblem. The Faculty emblem is shown in Appendix 1.
- (5) The Faculty is located in Prague.

## **Article 2**

### **Academic insignia of the Faculty**

- (1) The academic insignia of the Faculty consist of the Dean's medal and the Dean's chain, combined into a single unit.
- (2) The academic insignia of the Faculty are used during academic ceremonies.
- (3) The Dean decides on the use of the Faculty's academic insignia.
- (4) The academic insignia of the Faculty are stored at the Dean's office.

## **Article 3**

### **Faculty Medal**

- (1) The Faculty Gold Commemorative Medal (hereinafter referred to as the "Faculty Medal") is awarded to individuals who have contributed to the development of the Faculty, education, science or academic freedoms.
- (2) The following persons are authorised to submit a proposal for the award of the Faculty medal, together with a justification:
  - (a) The Academic Senate of the Faculty,
  - (b) the Dean, and
  - (c) The Faculty Scientific Council.
- (3) The Dean decides on the awarding of the Faculty Medal after prior approval by the Faculty Academic Senate.
- (4) The Dean presents the Faculty Medal on behalf of the Faculty, together with a diploma confirming the award.

## **Article 4**

### **Academic Community**

- (1) The academic community of the Faculty consists of academic staff of the Prague University of Economics and Business working at the Faculty and students of the Prague University of Economics and Business who are enrolled in a bachelor's, master's or doctoral study programme at the Faculty. The status of academic staff and students is governed by Act No. 111/1998 Coll., on Higher Education Institutions and on Amendments and Supplements to Other Acts (the Higher Education Act), as amended (hereinafter referred to as the "Act").
- (2) If membership in any of the Faculty's self-governing bodies is linked to membership in the Faculty 's academic community, such membership shall terminate upon termination of

membership in the academic community, with the exception of the cases specified in paragraphs 3 and 4.

- (3) According to Section 26(3) of the Act, if a student elected to the Academic Senate of the Faculty is admitted during her/his term of study to another, immediately following study programme offered by the Faculty, her/his membership in the Academic Senate of the Faculty shall not expire, provided that s/he enrolls in a directly related study programme at the Faculty within 45 days of completing the studies. The period specified in the first sentence shall not run during the months of July and August.
- (4) In accordance with Section 54b (7) of the Act, in accordance with Article 5(4) of the Statutes of the Prague University of Economics and Business, it is stipulated that a student's transfer to another study programme at the Faculty does not terminate their membership in the Academic Senate of the Faculty and in the Disciplinary Committee of the Faculty.

## **Article 5**

### **Components of the Faculty**

- (1) The Faculty is internally divided into self-governing academic bodies of the Faculty, other bodies of the Faculty, departments and other Faculty workplaces.
- (2) A Dean's office is established at the Faculty.
- (3) The mutual relations between the elements of the Faculty's organisational structure according to paragraphs 1 and 2 are governed by law and other legal regulations and internal regulations of the Faculty.
- (4) The organisational chart of the Faculty is provided in Appendix 2.

## **Article 6**

### **Faculty Bodies**

- (1) The self-governing academic bodies of the Faculty are:
  - (a) the Academic Senate,
  - (b) the Dean,
  - (c) the Faculty Scientific Council, and
  - (d) the Disciplinary Committee.
- (2) Another body of the Faculty is the Secretary.

## **Article 7**

### **Faculty Academic Senate**

The scope, powers and responsibilities of the Academic Senate of the Faculty are defined by law, the Election Rules of the Academic Senate of the Faculty and the Rules of Procedure of the Academic Senate of the Faculty.

## **Article 8**

### **Dean**

- (1) The scope, powers and responsibilities of the Dean are determined by law and other legal regulations and internal regulations of the VŠE and the Faculty.
- (2) Within the framework of the strategic plan, the Dean initiates the educational and creative activities of the Faculty, the creation of study programmes, scientific research programmes and other creative activities of the Faculty, and is responsible for their implementation and quality management in accordance with the Rules of the Quality Assurance System for Educational, Creative and Related Activities and Internal Quality Assessment of Educational, Creative and Related Activities of the VŠE (hereinafter referred to as the "VŠE Quality Assurance Rules").
- (3) The Dean appoints and dismisses Vice-Deans, in particular for:
  - (a) pedagogical activity,
  - (b) science and doctoral studies,
  - (c) foreign affairs and finance, and
  - (d) development.
- (4) The Dean issues binding measures within the limits of the law, internal regulations of the VŠE and internal regulations of the Faculty, in particular to specify procedures for the application of legal regulations and internal regulations of the Faculty.
- (5) The Dean establishes advisory bodies, which are in particular:
  - (a) the Faculty management, which consists of the Vice-Deans and the Faculty Secretary,
  - (b) the Dean's Council, which consists of the Faculty management, department heads and the chair of the Faculty Academic Senate,
  - (c) the Faculty Accreditation Council, and
  - (d) the Council for Strategic Management and Cooperation with Practice.

## **Article 9**

### **Faculty Scientific Council**

- (1) The scope, powers and responsibilities of the Faculty Scientific Council are set out in the law and other legal regulations and internal regulations of the VŠE and the Faculty.
- (2) The Faculty Scientific Council consists of the Dean and other members of the Faculty Scientific Council. At least one third of the members of the Faculty Scientific Council are persons other than members of the academic community of the VŠE. Members of the Faculty Scientific Council are prominent representatives of the fields in which the Faculty carries out educational and creative activities.
- (3) The Dean is the Chair of the Faculty Scientific Council. Other members of the Faculty Scientific Council are appointed and dismissed by the Dean, with the prior consent of the Faculty Academic Senate.
- (4) The term of office of other members of the Faculty Scientific Council ends on the first day of the term of office of the newly appointed Dean.
- (5) The manner of proceedings of the Faculty Scientific Council is determined by the Rules of Procedure of the Faculty Scientific Council.

## **Article 10**

### **Faculty Disciplinary Committee**

The scope, powers and responsibilities of the Faculty Disciplinary Committee are determined by law and other legal regulations and internal regulations of the Faculty.

## **Article 11**

### **Secretary**

- (1) The scope, powers and responsibilities of the Secretary are set out in the law and other legal regulations and internal regulations of the Faculty. The Secretary reports to the Dean.
- (2) The secretary is appointed and dismissed by the Dean.

## **Article 12**

### **Dean's Office**

- (1) The Dean's Office of the Faculty is a collection of administrative departments that ensure the management and internal operation of the Faculty.

(2) The Dean's Office of the Faculty:

- (a) manages the Faculty's study agenda, including disciplinary matters,
- (b) ensures the admission process for applicants to the Faculty ,
- (c) organises academic ceremonies and other festive events at the Faculty,
- (d) administratively manages the Faculty's scientific and research agenda,
- (e) provides administrative support for the Faculty's activities in the field of international relations,
- (f) manages the agenda of the Faculty Scientific Council,
- (g) manages the agenda of the Dean's advisory bodies, and
- (h) performs tasks assigned to it by the Dean.

### **Article 13**

#### **Faculty Departments**

- (1) The basic scientific and educational workplaces of the Faculty are the departments. The Faculty may also establish other workplaces.
- (2) The Faculty workplace is headed by a Head, who is appointed by the Dean on the basis of a selection procedure for a maximum period of four years. The Head is responsible for the activities of the workplace to the Dean, who may dismiss him or her. If no Head of the workplace has been appointed, the Dean shall perform his or her duties.
- (3) The Head manages the unit and is responsible for the effective and efficient management of the financial resources allocated to the unit. The Head of the department is obliged to comply with the VŠE Quality Assurance Rules.
- (4) The Head of the department may, with the consent of the Dean, appoint a deputy and determine the scope of his or her representation.
- (5) Organisational, administrative and other similar matters related to the provision of educational, scientific, research and other creative activities of the Faculty are handled by the Faculty Shared Services Centre, which is managed by the Faculty Secretary.
- (6) The Faculty publishes a list of Faculty departments on the public section of its website.

## **Article 14**

### **Faculty Accreditation Council**

- (1) The Faculty Accreditation Council is established as an advisory body to the Dean.
- (2) The Faculty Accreditation Board shall perform its activities in accordance with the VŠE Quality Assurance Rules.

## **Article 15**

### **Council for Strategic Management and Cooperation with Practice**

- (1) For each area of education in which the Faculty offers bachelor's or master's degree programmes, a Council for Strategic Management and Cooperation with Practice (hereinafter referred to as "the Council") is established as an advisory body to the Dean.
- (2) The function of the Council is to assess the success of study programmes in a given field of education, obtain feedback from practitioners, graduates and students, identify potential problems and opportunities, and recommend relevant measures.
- (3) The activities of the Council shall be managed by the Dean or a Vice-Dean appointed by him/her.
- (4) The members of the council are appointed and dismissed by the Dean from among prominent experts from practice and representatives of prestigious foreign institutions.
- (5) The council meets at least once a year. Meetings of the council are convened by the Dean or a Vice-Dean appointed by him.

## **Article 16**

### **Subject Area Board**

- (1) A Subject Area Board is established for each doctoral study programme offered by the Faculty.
- (2) The Subject Area Board shall perform its activities in accordance with the law and the VŠE Quality Assurance Rules.

## **Article 17**

### **Faculty Management**

- (1) The Faculty manages the funds allocated to it by the Prague University of Economics and Business or obtained from its own supplementary activities in accordance with legal regulations and internal regulations of the VŠE or the Faculty.

- (2) The Dean or an employee authorised by the Dean has the right to dispose of the allocated funds and funds from supplementary activities.
- (3) Within the scope of supplementary activities, the Dean is authorised to act on behalf of the university, i.e. in particular to conclude contracts with other legal entities.

## **Article 18**

### **Final Provisions**

- (1) For matters relating to the general conditions for admission to study and the method of submitting applications, conditions for foreign students, fees associated with study and the holding of academic ceremonies, the relevant provisions of the VŠE Statutes shall apply.
- (2) The Statute of the Faculty of International Relations, approved by the Academic Senate of the VŠE on May 24, 2004, as amended by the Academic Senate of the VŠE on April 4, 2005, September 26, 2005, March 31, 2008, October 24, 2011, and October 30, 2017. Upon the entry into force of this Statutes, all previous Faculty Statutes that were valid or effective on the date of entry into force of these statutes shall also cease to be valid and effective.
- (3) Matters that have not been concluded by the effective date of these statutes shall be completed in accordance with these statutes. The Faculty bodies established under the previous statutes shall be considered bodies established under these statutes for the term of office specified at the time of their establishment. The provisions of the second sentence shall apply *mutatis mutandis* to members of the Faculty's collective bodies.<sup>1</sup>
- (4) These Statutes shall enter into force on May 25, 2020, and shall take effect on June 1, 2020.
- (5) This amendment to the Statute was approved by the Academic Senate of the FIR on September 25, 2025, and by the Academic Senate of the Prague University of Economics and Business on December 15, 2025.

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*Appendix No. 1*

**Faculty emblem**



*Appendix No. 2*

**Faculty organisational chart**

